

Chapter 7: Notification

B. Staff Notification by Function

In case of an emergency requiring immediate assistance, call the emergency number _____.

Next, call the recovery director or alternate, who will either call the following coordinators personally or will delegate the task.

FUNCTION	NAME	WORK PHONE	HOME PHONE
Recovery Director/Coordinator			
Alternate			
Financial Liaison			
Alternate			
Supply Coordinator			
Alternate			
Training Instructor			
Alternate			